



Health Check Quick Reference Guide



Contact Information	Health Check	Health Check Facts
<ul style="list-style-type: none">■ Customer Interaction Center 404-298-1228 or 1-800-766-4456 Customer Service Representative Availability 8am to 7pm, Monday thru Friday Interactive Voice Response (IVR) System Availability 24 hours a day, 7 days a week■ Web Portal Address http://www.ghp.georgia.gov■ Written Correspondence GHP PO Box 5000 McRae, GA 31055	<ol style="list-style-type: none">1. Log on to http://www.ghp.georgia.gov.2. Click the Eligibility tab.3. In the View/Update Health Check Profile section, click the View/Update Health Check Profile link.4. Enter information in the fields.5. You can view historical patient information and add new patient information in the Critical Health section.6. Click Review to continue.7. Click Submit. The confirmation page appears.8. To update another member, click the Update Another Member link.	<ol style="list-style-type: none">1. Health Check services will be based on claims received for visits, not for paid claims.2. GHP will distribute Health Check rosters 45 days prior to the month that Health Check exams are due.3. For more information, Health Check booklets and brochures are available by calling the Customer Interaction Center.4. Health Check FAQs and documentation forms are available via the web portal.5. The GHP web portal offers a Health Check appointment tracking function. If a provider updates appointment information in the web portal to report a scheduled visit, GHP will contact the member two days prior to the visit to remind them of the appointment.
Transition Information		
<ul style="list-style-type: none">■ Electronic rosters are automatically distributed.■ Paper rosters are available on request.		